



Should You Amend Your City's Conflict of Interest Code?

A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700). It is the basis for the transparency that California's Political Reform Act requires of public officials. But how do you know if your city's code is what it should be? And how do you go about amending it? The information below may help you with these issues.

THINGS TO THINK ABOUT ...

- Is your current code more than five years old?
- Have there been any substantial changes to your city's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added to your agencies or departments since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you answered yes to any of these questions, your city's conflict of interest code will likely need to be amended. The Biennial Notice must be completed and filed with the City Council no later than October 1, 2014. Within 90 days, any amendments to the conflict of interest code must be submitted to the City Council for approval. The conflict of interest code is not effective until it has been approved by the City Council.

If you have any questions, or you are still not sure if you should amend your city's conflict of interest code, please consider participating in a free webinar or a seminar at the FPPC. For more information, visit <http://www.fppc.ca.gov/index.php?id=359>.